

**ACTION MEMORANDUM**

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**To:** Board of Public Education for Bibb County ("Board")  
Dan A. Sims, Superintendent

**From:** Sam Kitchens, Assistant Superintendent of Operations  
Sherry H. Culves, Parker Poe Adams & Bernstein LLP

**Subject:** Policy EE - Food Services Management **(Second Reading)**

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**Summary**

The District is presenting Policy EE - Food Services Management for Second Reading.

**Background**

Revisions were made to Policy EE to conform to specific language and requirements of federal regulations, particularly as it relates to Modifications to Student Meals/Special Dietary Needs.

In consultation with Nutrition Services, further revisions were made to better reflect the Food Services Management Program's implementation across the District.

Finally, revisions were made to limit the inclusion of operational processes and procedures. This approach allows Nutrition Services increased flexibility to update operational specifics as needed and as mandated by federal and state laws and regulations.

**Recommendation**

It is recommended that the Bibb County Board of Education approves revisions to Policy EE - Food Services Management.

**Superintendent's Comments and Approval**

| Superintendent's Signature | Approved /<br>Not Approved |
|----------------------------|----------------------------|
| Dr. Dan A. Sims            | Approved                   |